

Executive Registry

4-3029

8 JUL 1953

MEMORANDUM FOR: Deputy Director (Administration)

THROUGH: Deputy Director (Intelligence)
Classification and Wage Administration Division
Personnel Office

SUBJECT: Request for Increase in T/O of Foreign Documents Division

25X1A 1. Throughout the fiscal year 1953, requirements served on FDD by CIA and the IAC agencies for intelligence information from foreign language documentary sources were increasingly heavy. In spite of an overtime program averaging approximately [] hours per pay period, the Division was unable to keep abreast of its workload. A substantial backlog has developed in the exploitation service, representing two to four months work in some area and subject categories. In consequence, FDD has been forced to reject a number of important requirements.

2. In anticipation of this increasing demand for exploitation, FDD budgeted for the additional positions requested herewith in its FY 54 budget. Since the submission of the 1954 budget, the Agency has been assigned, under NSCID 16, the primary responsibility for the exploitation of foreign language publications. This service of common concern has been delegated to FDD/00.

25X1A 3. In order to perform its mission with a minimum of satisfactory

are enumerated in detail in Appendix A.

25X1A []
GEORGE G. CAREY

Assistant Director for Operations

Encl. -

Appendix A